

**Water/Wastewater Commissioners’
Meeting Minutes
February 28, 2012**

Present: Robert E. Courage, Chairman
Michael E. Putnam, Vice-Chairman
Dale A. White, Member
David Boucher
Jessica Hardwick

Call to Order:

Chairman Courage called the meeting to order at 6:00 p.m.

Appointments:

The 6:00 appointment with Ms. LaChance was canceled following the water meter installation earlier in the day.

Decisions:

Approval of Final Minutes – Chairman Courage made the motion to approve the minutes of the meeting held February 14, 2012 as amended. Vice-Chairman Putnam seconded the motion. All voted in favor. Commissioner White made the motion to approve the minutes of the meeting held January 31, 2012 as amended. Vice-Chairman Putnam seconded the motion. All voted in favor. Chairman Courage made the motion to approve the minutes of the meeting held October 25, 2011. Vice-Chairman Putnam seconded the motion. All voted in favor.

Non-Public Session (RSA 91A:3 II (d) Land). Chairman Courage moved to enter into Non-public session at 6:10 p.m. in accordance with RSA 91:A3 II (d). Commissioner White seconded the motion. All were in favor. When the non-public session was adjourned at 6:18 p.m., Chairman Courage announced it was the Board’s decision to table approval of the minutes of the non-public session until the next meeting. Commissioner White seconded the motion. All voted in favor.

Superintendent Boucher joined the meeting in progress at 6:20 p.m.

Discussion/Information Items:

EPA Audit of Industrial Pretreatment Program – Superintendent Boucher said that EPA representatives would be auditing Water Utilities Department records of the permitted Milford businesses within the Industrial Pretreatment Program April 10 – 12, 2012, and that a NH DES rep may also be present, and that an on-site IPP inspection will be conducted so that the representative can observe the inspection procedures as they are executed and any deficiencies, areas requiring improvement, or fines issued can be noted in the ensuing report. Mr. Boucher said companies have not been fined. TeTon Environmental representatives will also be present for the audit and inspection. Vice-Chairman Putnam asked if Superintendent Boucher is comfortable with the upcoming EPA audit process and planned IPP on-site inspection. Mr. Boucher said that he is.

Activities Report - Reviewed by the commissioners. Commissioner White said that he appreciated the information provided to him by Superintendent Boucher regarding three invoices paid February 20, 2012.

Miscellaneous Water Utilities Department Project Updates - Superintendent Boucher said the new chlorine injection unit is being installed in the Curtis Well chemical building by two employees. The new Shoreland permit has been submitted. Digsafe reps have marked both sides of the Souhegan River. Painting at the wastewater facility was interrupted due to a necessary repair to the compost grinder bucket hydraulics. The roofing stone of the new septage receiving facility is in; the trim work has not arrived yet. Storage tank floors have been poured. Pay Request #4 has been paid. Mr. Boucher said H.R. Prescott's quote has not yet been received. E J Prescott's quote came in at slightly under \$10,000.00; Velano's quote was approximately \$12,000, and that he is expecting a return telephone call from Mr. LaBranche, Stantec Consulting to clarify parts not well identified.

Discussion Items Not Appearing on the Agenda – Chairman Courage said the commissioners would meet with Town Counsel tomorrow to discuss the sewer rate increase procedure and that a hearing will be necessary to address the petition recently received concerning customers in buildings that have only one water meter to be treated as residential customers versus commercial customers with multiple meters. Two additional pages with signatures were received today. A comparison chart is needed to compare current minimum charges and what the charges would be if categorized as commercial. Every metered customer incurs a base charge of \$21.00 per quarter before any water is used, then 80% of the water metered consumption is charged for the sewer portion. Chairman Courage said he thinks the residents would prefer paying less than the \$84.00 base charge. Superintendent Boucher said that he will distribute the handout prepared by Mrs. Hardwick, the Water Utilities Billing Clerk. Mrs. Hardwick, being present, explained flat rate charges and actual charges on the handout she prepared. Superintendent Boucher said that residents were paying residential water rates, this cost is the same for everyone, and now they are paying commercial rates on sewer. Only the sewer is categorized as commercial and residential. Mr. Boucher agreed that Attorney Drescher's opinion on the petition would be helpful toward potential ordinance language changes, since pricing is based on the number of living units within buildings, which would affect the costs of the flat rate, per meter, per quarter, and raise costs. The ordinance isn't clear on individual metered units versus one meter per living unit. Chairman Courage said that the cost impact would apply to all condominiums, not just Stoney Brook residents, and the cost may be prohibitive, with additional plumbing expenses to be experienced by the owners. Commissioner White said he understands that the customers would prefer the most economical sewer rate possible. Mr. Boucher said that the condo owners' position is that they individually own their units

versus owning all of them, and Town counsel's opinion on distinguishing between the two would be helpful. Mr. Boucher said that waivers had been issued to some residents who had individually metered. Mrs. Hardwick said that those waivers were issued to units all on the same level, not multi-level. Mrs. Hardwick said that she received a call today from a customer who had changed her single family house to a three family rental property and hired a plumber to install three individual meters. She will be placed on the March 28th agenda since she was told her billing category will change because her home increased to "larger than a duplex". She asked whether the petitioners must be customers. Vice-Chairman Putnam said this will be clarified by Attorney Drescher, whether the Rules and Regulations need to be updated, as well as a public hearing decision appeal process, if needed. Commissioner White said that Attorney Drescher will help decide if what the residents are seeking agrees with the ordinance. Chairman Courage said that the ordinance formula to charge 80% of the water consumption for sewer was prepared by a committee formed in 1981. Mrs. Hardwick said that she located Board of Selectmen historical information dated January 25, 1982 stating "the notice regarding sewer billing procedure was accepted" indicating the calculations should be 80% residentially and 100% commercially, but the reasoning behind the decision is not known. Another meeting held March 22, 1982 does not explain rationale for the decision made.

Future Appointments/Meetings:

The Board of Commissioners will consider a sewer rate increase at a public hearing at the Milford Town Hall, in the Board of Selectmen's Meeting Room, on the 29th day of March, 2012, from 6:30 to 7:30 p.m. The public is invited to attend said hearing and an opportunity will be provided for public comment.

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, April 10, 2012 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

Chairman Courage made the motion to adjourn the meeting at 6:50 p.m. Vice-Chairman Putnam seconded the motion. All voted in favor.

Robert E. Courage, Chairman

Date

Michael E. Putnam, Vice-Chairman

Date

Dale A. White, Commissioner

Date